

**CONNECTICUT DEPARTMENT OF CORRECTION
TRANSFER OPPORTUNITY**

Correctional Captain

<http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=5304>

**Current CT DOC Correctional Captain
Lateral Transfer Opportunity Only**

Please follow the specific application filing instructions at the bottom of this page!

Open To: CT- DOC Correctional Captain – lateral transfer only

Location: Maloney Center for Training and Staff Development

Hours: Monday – Friday, 1st shift, 40 Hours per week

Salary: No change

Closing Date: Monday, April 7, 2014 at 4:00 p.m.

Eligibility Requirement:

Department of Correction employees currently holding the above title or those who have previously attained permanent status in the class may apply for lateral transfer.

General Experience: Five (5) years of experience in correctional work.

Preferred Experience:

Candidates with the following knowledge, skills and abilities will be given preference:

- Presentation and Facilitation skills
- Superior Oral and Written Communication skills
- Excellent Organizational skills
- Ability to Build Relationships
- Demonstrated Interpersonal skills
- Demonstrated ability to Challenge, Motivate and Encourage individuals
- Considerable computer skills to include Microsoft Access, Excel, Word, including knowledge and understanding of SABA (LMS).

Note:

The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules. State employees should be aware that your performance appraisals, attendance records and discipline records will be reviewed to ensure that you meet DOC Administrative Directive 2.3.

Application Instructions: Current Department of Correction Captains who meet the above requirements need to submit a cover letter detailing your qualifications for this position, along with a resume via fax to:

**Patty Meskers, HRS
CT-DOC, Recruitment Office
24 Wolcott Hill Road
Wethersfield, CT 06109
Fax: (860) 692-7615**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.